

**567—123.9(455B,455D,455F) Plans and procedures.** The applicant must prepare and maintain a plan of operations, an education plan and a closure plan.

**123.9(1) Operations plan.** The operations plan shall include, at a minimum, the following information.

*a.* Schedule of operations including hours of operations for RCCs and a schedule of collection events including dates, hours, and locations for MUCCCs. MUCCC collections shall total, at a minimum, 16 hours per month in each county in the service area. At least 4 of the 16 hours shall be on a Saturday.

*b.* Site selection procedures for mobile unit collections.

*c.* Standard receiving procedures for household and CESQG wastes.

*d.* Procedures for managing unknown materials.

*e.* Procedures for handling open or leaking containers.

*f.* Procedures for managing large quantities of wastes.

*g.* Recycling procedures for usable materials.

*h.* Disposal of nonhazardous waste.

*i.* Personal protection equipment (PPE).

*j.* Initial training requirements and continuing education of staff.

**123.9(2) Education plan.** The education plan shall demonstrate a commitment to educate the local population through a program that addresses alternatives to the purchase of toxic materials and the proper disposal for toxic materials. Education shall be directed to both the general population and CESQGs.

**123.9(3) Closure plan.** The permit holder shall notify the department at least 30 days prior to ceasing operations. The closure plan shall include, at a minimum, the following information.

*a.* A description of how the RCC will notify the public within its service area that the facility is closing and how household hazardous materials should be managed after closure of the facility.

*b.* A description of how all household hazardous materials and hazardous waste from CESQGs will be removed from the facility and properly managed within 45 days of the RCC's or MUCCC's ceasing operations.